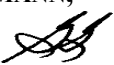




# PLANNING & ZONING COMMISSION

## AGENDA REQUEST

<b>AGENDA OF:</b>	<b>10-12-10</b>	<b>AGENDA REQUEST NO:</b>	<b>IV-A</b>
<b>INITIATED BY:</b>	<b>NELDA MCGEE, EXECUTIVE SECRETARY</b>	<b>RESPONSIBLE DEPARTMENT:</b>	<b>CITY SECRETARY</b>
<b>PRESENTED BY:</b>	<b>GLENDA GUNDERMANN, CITY SECRETARY</b>	<b>DEPARTMENT HEAD:</b>	<b>GLENDA GUNDERMANN, CITY SECRETARY</b> 
		<b>ADDITIONAL DEPARTMENT HEAD (S):</b>	<b>N/A</b>
<b>SUBJECT / PROCEEDING:</b>	<b>MINUTES PLANNING &amp; ZONING COMMISSION MEETING SEPTEMBER 23, 2010 APPROVE MINUTES</b>		
<b>EXHIBITS:</b>	<b>MINUTES SEPTEMBER 23, 2010</b>		
<b>CLEARANCES</b>		<b>APPROVAL</b>	
<b>LEGAL:</b>	<b>N/A</b>	<b>INTERIM PLANNING DIRECTOR:</b>	<b>DOUG SCHOMBURG</b>
<b>RECOMMENDED ACTION</b>			
Approve the minutes of the Planning & Zoning Commission meeting September 23, 2010.			

## EXHIBITS

STATE OF TEXAS §  
COUNTY OF FORT BEND §  
CITY OF SUGAR LAND §

### CITY OF SUGAR LAND SUGAR LAND PLANNING AND ZONING COMMISSION MEETING THURSDAY, SEPTEMBER 23, 2010

#### REGULAR MEETING

The City of Sugar Land Planning and Zoning Commission convened in a regular meeting open to the public and pursuant to notice thereof duly given in accordance with Chapter 551, Government Code, Vernon's Texas Codes, Annotated, as amended, in Sugar Land City Hall within said City on Thursday, September 23, 2010 at 6:30 o'clock P.M. and the roll was called of the members; to wit:

Bridget R. Yeung, Chairman  
Carl Stephens, Vice Chairman  
Farha Ahmed  
Marlena Berger  
Sandy Hellums  
Harish Jajoo  
Nancy Porter  
James Shaw  
Paula Stansell

#### QUORUM PRESENT

All of said members were present, with the exception of Commissioner Stephens and Commissioner Jajoo, who were absent.

Also present were:  
Doug Schomburg, Interim Planning Director  
Aaron Dobbs, Assistant City Attorney  
Nelda McGee, Executive Secretary and  
A Number of Visitors and Staff

#### CONVENE MEETING

*Chairman Yeung* convened the session, open to the public, to order at 6:32 o'clock P.M.

#### PUBLIC COMMENT

*Chairman Yeung* introduced Public Comment stating that citizens desiring to address the Planning and Zoning Commission with regard to matters on the agenda would be received at this time.

There were no public comments.

## MINUTES

**Chairman Yeung** introduced consideration on approval of the minutes of the regular City of Sugar Land Planning and Zoning Commission meeting held September 14, 2010.

Following a full and complete discussion, **Commissioner Shaw**, seconded by **Commissioner Berger**, made a motion to approve the minutes of the regular City of Sugar Land Planning and Zoning Commission meeting held September 14, 2010. The motion carried unanimously.

## SUBDIVISION PLAT

**Chairman Yeung** introduced consideration on Clover Leaf Commercial Reserve West Final Plat.

**Mr. Harold Ellis, Planner II** stated the Preliminary Plat was approved by the Commission on March 26, 2009; the Final Plat consists of 5.92 acres, 3 reserves, and includes Colony Square Drive South as a private drive. Access is from U.S. 59 and First Colony Boulevard; zoning is General Business B-2.

Staff recommends approval with clarification of two plat easement callouts.

**Commissioner Shaw** asked if the roadway connection to Colony Square Drive is a dedicated public street; **Mr. Steve Ewbank, Planned Community Developers, Ltd.** Responded the access easement is maintained by the Homeowners Association. The Plat states access easement however, it is not legally dedicated to the public, but the public can drive over it. Commissioner Shaw stated concern with policing/traffic control of the drive. **Mr. Ellis** stated the police cannot issue citations on streets that are not public streets; **Mr. Aaron Dobbs, Assistant City Attorney** confirmed. Commissioner Shaw questioned if the access was blocked would the City be able to open it. Mr. Dobbs responded there may be code enforcement regulations that address the problem, but from a policing perspective it is private property; the public can use the access easement, but it is not dedicated to the City. Mr. Ewbank stated when the intersection was transferred to a diamond interchange, the City asked PCD to rebuild the asphalt roads and make them private they became the responsibility of the Developer.

**Commissioner Shaw** commented the dedicated width for the access easement appears to be less than Colony Square Drive. **Mr. Ewbank** explained it flairs out to three lanes at the end; the right-of-way may appear wider because the First Colony Boulevard intersections at Colony Square Drive North and South had to match up with the existing interchange; there is extra land shown on the north side in the right-of-way.

**Mr. Ellis** stated the Police Department and Fire Department do have the ability to move traffic out of the way if there is an emergency situation.

**Commissioner Stansell** asked the legal definition of “dedicated easement” and whether access rights are implied by the term “easement.” **Mr. Ellis** responded that access is allowed in the recordation easement document filed with Fort Bend County.

**Commissioner Shaw** asked if the Homeowners Association is responsible for maintenance; **Mr. Ellis** responded affirmatively stating for the entire length.

**SUBDIVISION PLAT (CONTINUED)**

Following a full and complete discussion, **Commissioner Shaw**, seconded by **Commissioner Ahmed**, made a motion to approve the Clover Leaf Reserve West Final Plat. The motion carried unanimously.

**REPORTS**

**PLANNING AND ZONING COMMISSION LIAISON REPORTS**

**Commissioner Shaw**, Planning and Zoning Commission Liaison, reported on the City Council Meeting held September 21, 2010, stating there were two items of interest:

- 1) Minor Amendment No. 3 to the Riverstone General Plan included the addition of Note 6 calling out that uses within the Commercial Land Use Group are interchangeable and do not require revisions to the General Plan document; Council voted to approve Riverstone General Plan Minor Amendment No. 3 with the modification to eliminate Note 6 related to interchangeability of the commercial sites.
- 2) Ordinance 1796 rezoning approximately 82 acres The Crossing at Telfair Sections 2, 3, and 4 to Planned Development District and approving General Development Plan for the District was approved on second reading

**CITY STAFF REPORT**

**Mr. Doug Schomburg, Interim Planning Director** thanked Commissioner Porter and Commissioner Ahmed for their service to the Planning and Zoning Commission, and reminded the Commissioners of the American Planning Association conference October 6<sup>th</sup>.

**Chairman Yeung** extended appreciation to Commissioners Porter and Ahmed, who in turn thanked the Commissioners and staff for their work and dedication.

**ADJOURN**

There, being no further business to come before the Commission, **Commissioner Stansell**, seconded by **Commissioner Berger** moved that the meeting adjourn. The motion carried unanimously and the meeting adjourned, time at 6:45 o'clock P.M.

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Bridget Yeung, Chairman

(SEAL)